

CONFIDENTIALOCSS-M81-444
16 October 1981

MEMORANDUM FOR: Acting Director of Communications

FROM: [REDACTED]

Chief, Support Services Division, OC

SUBJECT: Monthly Narrative Summary Report -
September 1981

1. The Agency initiated an active records review to be completed by 31 May 1982. OC-SSD/ICB records management personnel will contact OC Divisions and Staffs requesting their assistance and support during the active records review. [REDACTED]

2. Representatives from each OC Division, OC-SSD/ICB and Cable Secretariat met on 27 August to refine and redefine cable requirements for the Cable Dissemination System (CDS). Requirements for three of the divisions were returned for format and content changes. The deadline for resubmission of the requirements is 4 September 1981. [REDACTED]

3. On 22 September 1981, Chief, OC-SSD/PB, briefed the DDA and the Director of Personnel on the HRD/SSD merger. [REDACTED]

4. [REDACTED] has been identified to assume the position of Chief, Personnel Administration Branch in the Human Resource Management Division. Implementation of the HRD/SSD merger is proceeding, and it is anticipated that the new organization will be functioning on or about 1 November 1981. [REDACTED]

Distribution:

Orig. - AD/CO, EXA, P&B, ICS (Archives)
1 - FND
1 - HRD, CSD, ED
1 - DND
1 - PS

25X1
WARNING NOTICE
INTELLIGENCE SOURCES
AND METHODS INVOLVED

CONFIDENTIAL